

**RFP-10-11**  
**Questions and Answers**

- Q1:** RFP Section 2.3.3 requires submission of company financial information, including an income statement and balance sheet. While I understand the need to verify the financial viability of potential vendors, this information is considered private and confidential by most potential responders except those firms that are publicly traded. Many states have provisions for submitting such financial information along with the proposal in a separately sealed envelope that is marked “confidential”, meaning it is available for review by authorized evaluators, but does not become part of the public domain available to be viewed by anyone, including white collar criminals. Does Indiana provide this type of protection for RFP respondents?
- A1:** Yes, Section 1.14 of the RFP provides for the submission of confidential information which can include financial information.
- Q2:** Could a proposal template or numbered outline be distributed by the State of Indiana to assure that the proper proposal format is adhered to? It was somewhat unclear how sections should be numbered / organized.
- A2:** Section two of the RFP outlines proposal presentation. When preparing your information that would be addressed for Section 2.4, refer back to Section 1.4.5 and describe your solution based on the proposed scope of work listed.
- Q3:** Will the award be based solely upon total points?
- A3:** Yes.
- Q4:** If the answer to #2 is “Yes”, is it possible for a company to score a maximum of 55 points on technical, business, and cost areas, and then the project be awarded to a company scoring 20 points on business and technical and 35+ points on area which are not “capability” or “quality” centric?
- A4:** Factoring the cost points to your scenario of 20 points on business and technical, yes, that is a possibility.